

INVITATION TO BID

Sealed bids will be received up to and including 2:00 pm on _____, and will be publicly opened and read aloud in the offices of the Architecture & Engineering Division, 1520 East Sixth Avenue, P.O. Box 200103, Helena, MT 59620-0103, for: **[Project Name]**, **[Agency]**, **[Project Location]**, **A/E #[Project Number]**.

Bids shall be submitted on the form provided within the Contract Documents. Contract documents may be secured at the offices of:

[Architect/Engineer]
[Street Address]
[City, State, Zip]
[Phone/Fax]

A refundable deposit of _____ is required for each plan set.

A PRE-BID WALK-THROUGH IS SCHEDULED FOR [Day], [Date], at [Time]. PARTICIPANTS SHOULD MEET AT [Location]. ATTENDANCE IS STRONGLY RECOMMENDED.

Bids must be accompanied by a bid security meeting the requirements of the State of Montana in the amount of 10% of the total bid. After award, the successful bidder must furnish an approved Performance Security and a Labor & Material Payment Security each in the amount of 100% of the contract.

No bidder may withdraw his bid for at least thirty (30) calendar days after the scheduled time for receipt of bids except as noted in the Instruction to Bidders.

The Owner reserves the right to reject any or all bids and to waive any and all irregularities or informalities and the right to determine what constitutes any and all irregularities or informalities.

The State of Montana makes reasonable accommodations for any known disability that may interfere with an applicant's ability to compete in the bidding and/or selection process. In order for the state to make such accommodations, applicants must make known any needed accommodation to the individual project managers or agency contacts listed in the contract documents. Persons using TDD may call the Montana Relay Service at 1-800-253-4091.

ARCHITECTURE & ENGINEERING DIVISION
DEPARTMENT OF ADMINISTRATION
STATE OF MONTANA